

Assisted Living Medication Pass Competency Check List

Employee Observed:_____

Check for Yes or mark N/A

TASKS

- ☐ Has read the facility Policies and Procedures for Assisting with Self-administrating medication.
- ☐ Demonstrates appropriate hand washing throughout procedure
- ☐ Checks Service Plan for special instructions.
- ☐ Checks Health Care Plan, if resident has one.
- ☐ Checks Medication Record for any changes.
- ☐ Checks Medication Record for special instructions:
 - (only crushes medications if verified by LHCP to do so and
 - shaking liquid medications if label indicates and resident needs this assistance).
- ☐ Checks Medication label with Medication Record by verifying
 - Right Resident
 - Right medication
 - Right dose
 - Right time and date
 - Right route
- ☐ Reports to RN or supervisor any medication discrepancies DO NOT GIVE TO RESIDENT-WAITS FOR INSTRUCTIONS FROM LHCP.
- ☐ Verifies Resident name and identification with Medication label
- ☐ Verifies with Resident the medication label and instructions
- ☐ Assists resident according to Service Plan and/or Health Care Plan
- ☐ Documents assistance needed and medications given to resident for self-administration
- ☐ Documents resident's request and/or reason for PRN
- ☐ Documents response to PRN medications or as indicated on Service Plan and/or Health Care Plan.
- ☐ When medication instructions include required vital signs:
 - Vital signs taken at right time (before or after medication self-administrated)
 - Demonstrates ability to take accurate pulse
 - Demonstrates ability to take blood pressure
 - Demonstrates ability to time respirations
 - Demonstrates ability to take and read oral or auxiliary temperatures
- ☐ Medications provided in a timely manner.
- ☐ Wears gloves when handling eye drops or ointments.
- ☐ Checks resident's Medication Record prior to going to next resident to ensure all instructions have been completed.
- ☐ Locks medication storage when not in attendance.
- ☐ Demonstrates ability to accurately count narcotics
- ☐ Demonstrate ability to accurately document narcotic count.
- ☐ Is aware of medication uses and adverse effects or can find information.

- ☐ Notifies RN or supervisor of need for reordering medications according to facility policies and procedures.
- ☐ Checks medications for expiration dates and follows facility policies and procedures for outdated medication, including over-the-counter medications and herbal supplements.
- ☐ Refrigerator medications kept at required temperatures according to label.
- ☐ Refrigerator medications separated from food.

Additional Comments:

Observation performed by: _____ Date: _____